

**MINUTES OF THE 91st MEETING OF THE
CONVENTION CENTER AUTHORITY OF THE
METROPOLITAN GOVERNMENT OF NASHVILLE &
DAVIDSON COUNTY**

The 91st meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on March 5, 2020 at 9:00 a.m. in the Administrative Conference Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Marty Dickens, Robert Davidson, Irwin Fisher, Barrett Hobbs, *Vonda McDaniel and Randy Rayburn

AUTHORITY MEMBERS NOT PRESENT: David McMurry and Leigh Walton

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Heidi Runion, Jasmine Quattlebaum, Donna Gray, Renuka Christoph, Rich Lockwood, Jason Freeman, and Cara Liptman

Chair Marty Dickens opened the meeting for business at 9:01 a.m. and stated that a quorum was present.

ACTION: Appeal of Decisions from the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County – Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Convention Center Authority may be appealed if and to the extent applicable to the Chancery Court of Davidson County for review under a common law writ of certiorari. These appeals must be filed within sixty days after entry of a final decision by the Authority. Any person or other entity considering an appeal should consult with private legal counsel to ensure that any such appeals are timely and that all procedural requirements are met.

ACTION: Irwin Fisher made a motion to approve the 90th Meeting Minutes of January 16, 2020. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for April 9, 2020 at 9:00 am.

Randy Rayburn, Charles Starks, and Heidi Runion reviewed the Music City Center Fiscal Year 2021 Operating and Capital Budget and discussed the recommendation to implement the increase in employee wages as of April 4, 2020 which was approved by the Finance and Audit Committee on February 27, 2020 (Attachment #1) and there was discussion.

ACTION: Randy Rayburn made a motion accepting the recommendation of the Finance and Audit Committee and approving the 2021 Fiscal Year Operating and Capital Budget to fund the activities, operations and capital needs of the Music City

Center and authorizing the increase in employee wages as of April 4, 2020. The motion was seconded by Robert Davidson and approved unanimously by the Authority.

Chairman Marty Dickens provided an update on the Executive Committee (Attachment #1) and there was discussion.

*Denotes the arrival of Vonda McDaniel

Charles Starks presented an update on Tax Collections (Attachment #1) and there was discussion.

Charles Starks provided information on the STR data for December 2019 and there was discussion.

Charles Starks and Jasmine Quattlebaum presented a DBE update (Attachment #1) and there was discussion.

Charles Starks provided information on Music City Center Job Fair Participation (Attachment #1) and there was discussion.

Charles Starks provided information on the Music City Center donation of \$50,000 storm relief to the Community Foundation of Middle Tennessee fund and there was discussion.

Charles Starks provided information on Music City Center Response to Coronavirus ("COVID-19") and there was discussion.

With no additional business, the Authority unanimously moved to adjourn at 9:58 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

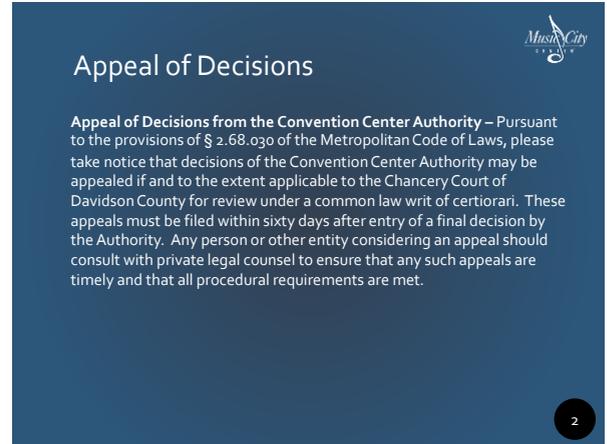
Approved:



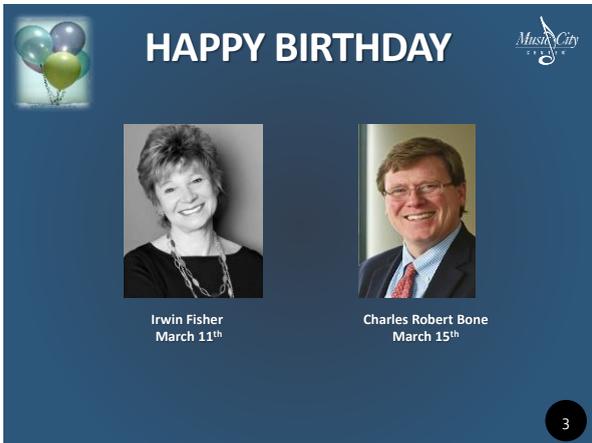
Marty Dickens, Chair
CCA 91st Meeting Minutes
of March 5, 2020



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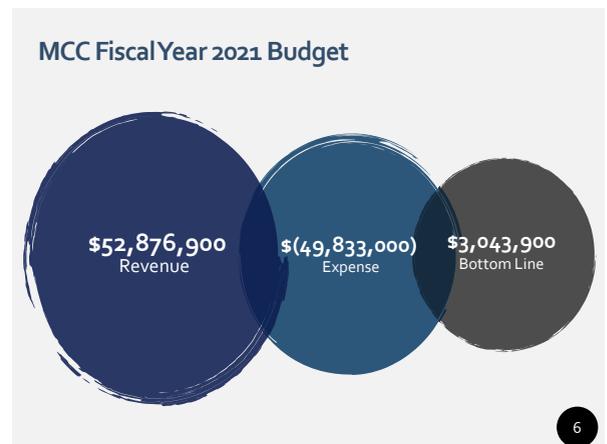
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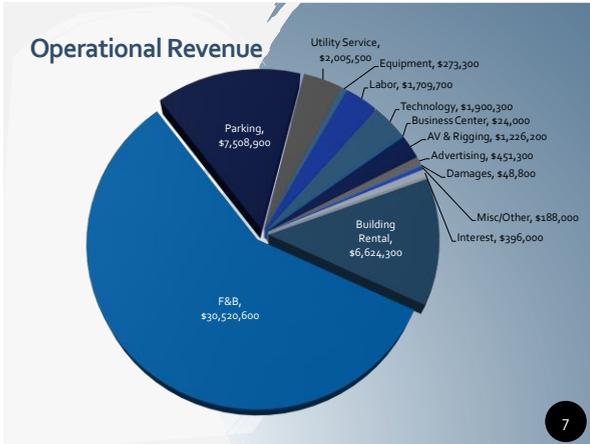
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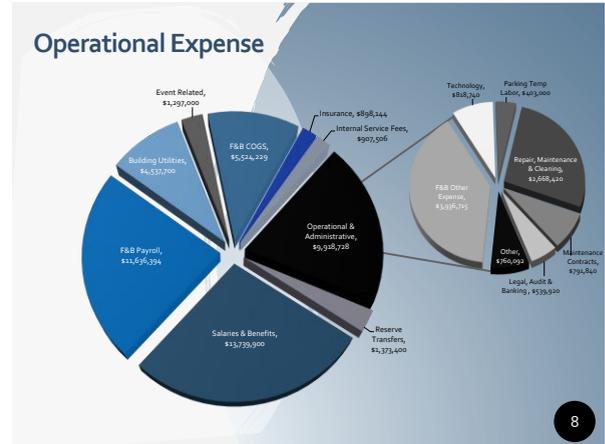
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Personnel Highlights

- Additional 7 FTEs**
 - 2 Security Officers
 - 2 Ambassadors
 - 1 Catering Sales Manager
 - 1 Parking Customer Svc Rep.
 - 1 Parking Supervisor
- Compensation Study**
 - Included all team members, except President & CEO
 - Total effect = \$1.3M (5.62% payroll increase)
 - 89.77% allocated among hourly, non-exempt team members
 - 10.23% to exempt team members
 - Propose moving all non-service charge positions to no less than \$15/hour

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FY21 Capital & Non-Operating Summary

Grand Total - \$8,451,400

| Category | Amount |
|--|--------------------|
| Facilities | \$824,300 |
| 3 Office Pods | |
| Outdoor Balcony Furniture Replacement | |
| Exterior Trashcan Replacement | |
| Pedal Charging Stations - 3 | |
| Airwall Vinyl Recovering | |
| Engineering | \$577,500 |
| Green Roof Top-dress | |
| Back of House LED Upgrades | |
| 6th Ave LED Ceiling Install | |
| Technology | \$907,500 |
| Add 4th LED Panel to the 8th Ave Marquee | |
| 6th Ave Davidson Ballroom 2x2 Video Wall | |
| Interactive standing Kiosks (4) | |
| Video Wall 6th Ave 4th Floor | |
| Digital LED Wall - Level 2 | |
| UPS Battery/ Capacitor Replacement | |
| Replace OSC Routers | |
| Core Network Routers/Firewalls | |
| Security | \$4,770,000 |
| Security Upgrades | |
| F&B | \$110,000 |
| Custom Banquet Service Carts | |
| UPS Battery/ Capacitor Replacement | |
| Parking | \$671,500 |
| POS Terminal for P-3 | |
| Pay on Foot Station for Contractors | |
| Mule Replacements | |
| Striping the Garage | |
| Add Pay on Foot/Cash machines | |
| Garage Pressure Washer | |
| Administration | \$660,000 |
| Lafayette St Property Development | |
| Miscellaneous Equip | |

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FY21 Total Revenue & Expense

Anticipated Surplus - \$81,807,800

| | |
|------------------------------|----------------------|
| Operating Revenues | \$52,876,900 |
| Hotel Taxes | \$64,694,900 |
| Rental Car | \$ 2,016,100 |
| Airport Departure | \$ 3,814,700 |
| Campus Tax | \$23,067,900 |
| TDZ | \$ 61,543,000 |
| Metro PILOT Payment | (\$ 12,620,000) |
| TOTAL REVENUE | \$195,393,500 |
| Operating Expenses | \$49,833,000 |
| MCC Bond Payment | \$40,598,200 |
| Omni/Joseph Hotel Payments | \$14,500,000 |
| Bond Administrative Cost | \$ 203,100 |
| Capital Expenses Anticipated | \$ 8,451,400 |
| TOTAL EXPENSES | \$113,585,700 |

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EXECUTIVE COMMITTEE REPORT

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MCC/Hotel Tax Collection

Collections Thru December 2019
(excludes TDZ)

| | 2/5 of 5% Occupancy Tax | Net 1% Occupancy Tax | \$2 Room Tax | Contracted Vehicle Tax | Rental Vehicle Tax | Campus Tax | Total | Variance to FY 19-20 |
|-----------|-------------------------------|-------------------------|-----------------|---------------------------|-----------------------|---------------|--------------|-------------------------|
| July | \$2,589,786 | \$1,163,092 | \$1,542,238 | \$374,970 | \$146,689 | \$1,643,485 | \$7,460,260 | 13.91% |
| August | \$2,565,727 | \$1,007,072 | \$1,508,596 | \$283,622 | \$210,480 | \$1,769,959 | \$7,345,456 | 11.29% |
| September | \$2,764,923 | \$1,253,699 | \$1,471,867 | \$318,931 | \$169,672 | \$1,838,470 | \$7,817,561 | 15.79% |
| October | \$2,886,604 | \$1,287,626 | \$1,460,314 | \$330,941 | \$132,845 | \$1,927,126 | \$8,025,455 | -0.86% |
| November | \$2,961,757 | \$1,345,953 | \$1,583,215 | \$286,254 | \$236,931 | \$1,619,324 | \$8,033,435 | 44.22% |
| December | \$1,795,863 | \$754,436 | \$1,176,395 | \$243,736 | \$122,152 | \$1,072,234 | \$5,164,815 | -13.55% |
| January | | | | | | | | 0% |
| February | | | | | | | | 0% |
| March | | | | | | | | 0% |
| April | | | | | | | | 0% |
| May | | | | | | | | 0% |
| June | | | | | | | | 0% |
| YTD Total | \$15,564,660 | \$6,811,877 | \$8,742,627 | \$1,838,453 | \$1,018,769 | \$9,870,597 | \$43,846,983 | 10.89% |

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MCC/Hotel Tax Collection

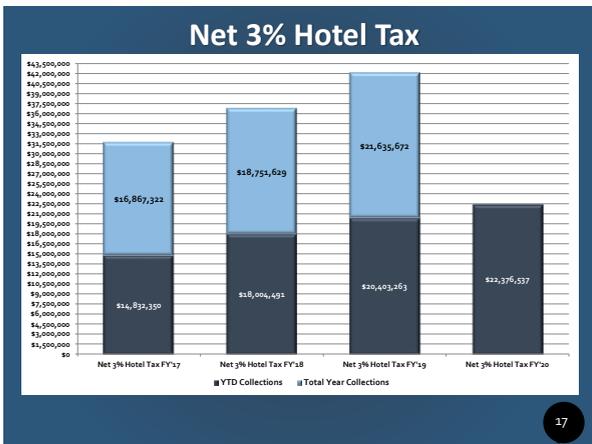
MCC Portion of December 2019 Tourism Tax Collections

| | FY 2019 | FY 2020 | Variance |
|------------------------------|--------------------|--------------------|----------------|
| 2/5 of 5% Occupancy Tax | \$1,387,006 | \$1,795,863 | -9.62% |
| Net 1% Occupancy Tax | \$849,505 | \$754,436 | -11.19% |
| \$2 Room Tax | \$1,259,977 | \$1,176,395 | -6.63% |
| Contracted Vehicle | \$499,748 | \$243,736 | -51.23% |
| Rental Vehicle | \$201,515 | \$122,152 | -39.38% |
| Campus Sales Tax | \$1,176,375 | \$1,072,234 | -8.85% |
| TDZ Sales Tax Increment | \$0 | \$0 | 0.00% |
| Total Tax Collections | \$5,974,125 | \$5,164,815 | -13.55% |

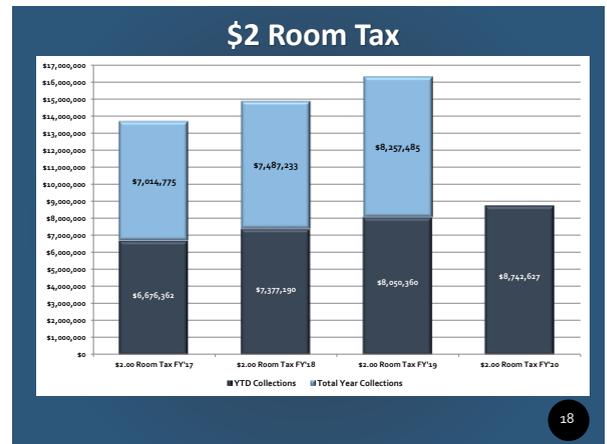
MCC Portion of Year-to-Date Tourism Tax Collections

| | FY 2019 | FY 2020 | Variance |
|----------------------------------|---------------------|----------------------|---------------|
| 2/5 of 5% Occupancy Tax | \$14,113,842 | \$15,564,660 | 10.28% |
| Net 1% Occupancy Tax | \$6,289,421 | \$6,811,877 | 8.31% |
| \$2 Room Tax | \$8,050,360 | \$8,742,627 | 8.60% |
| Contracted Vehicle | \$1,508,745 | \$1,838,453 | 21.85% |
| Rental Vehicle | \$1,006,258 | \$1,018,769 | 1.23% |
| Campus Sales Tax | \$8,571,929 | \$9,870,597 | 15.15% |
| TDZ Sales Tax Increment | \$44,760,433 | \$56,461,491 | 26.14% |
| Total YTD Tax Collections | \$84,301,089 | \$100,308,474 | 18.99% |

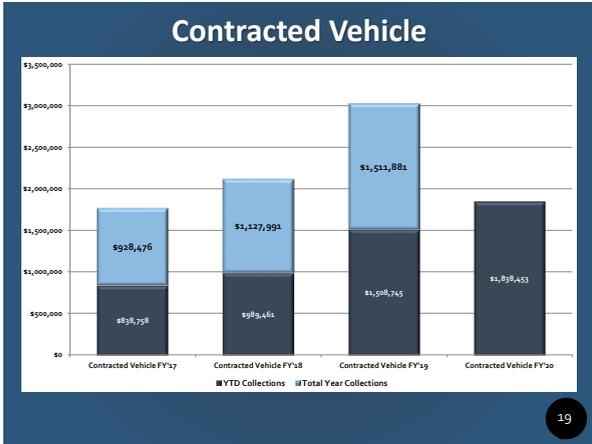
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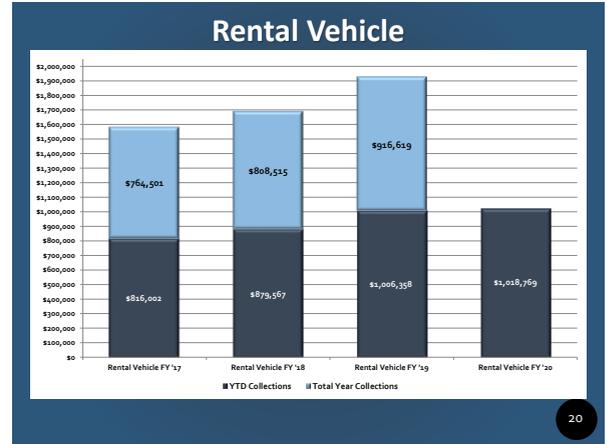
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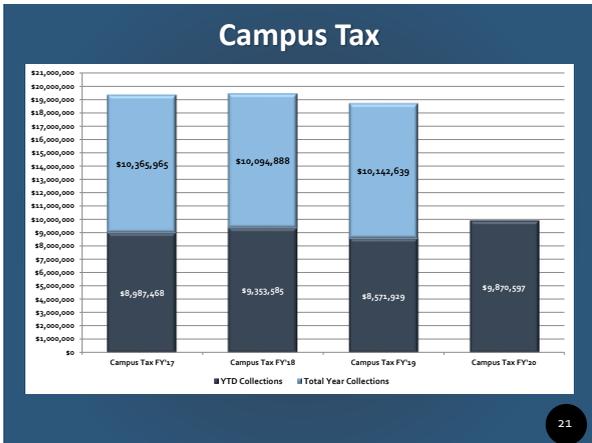
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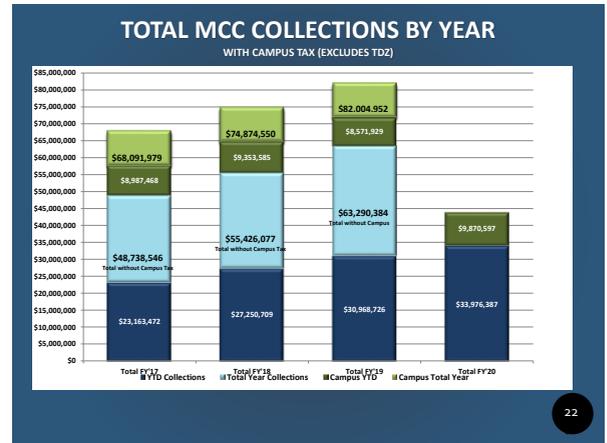
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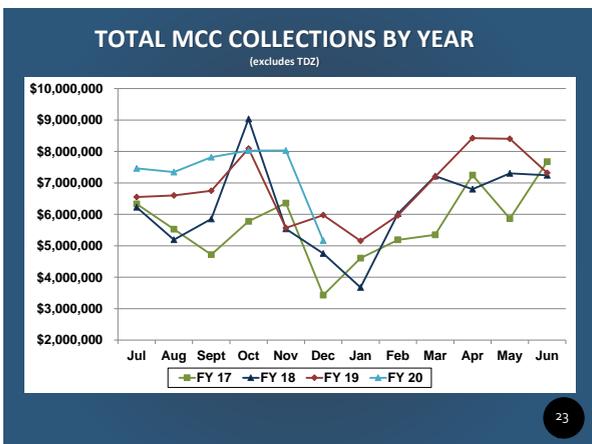
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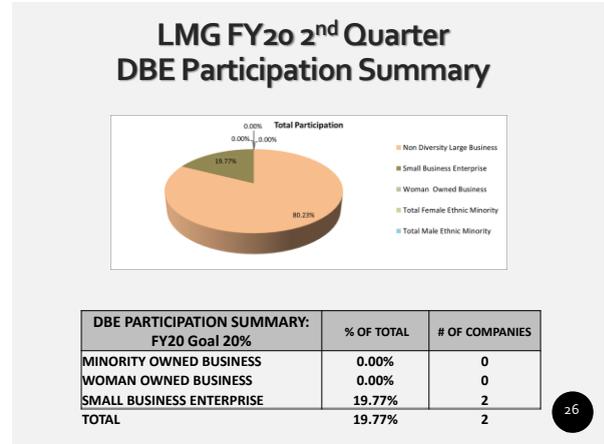
DBE UPDATE

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FY'20 2nd Quarter Reports

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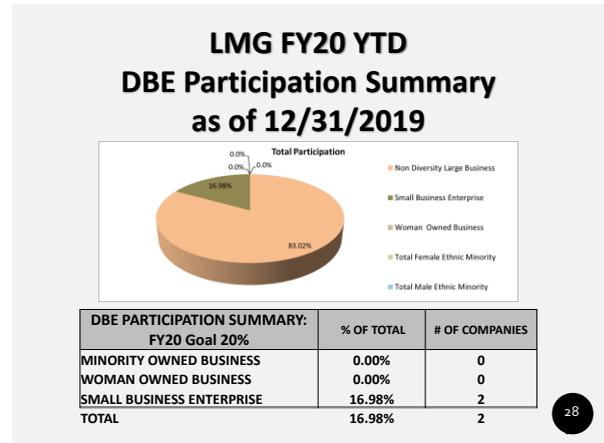
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LMG FY20 2nd Quarter DBE Participation Dollars Spent

| DBE Classification | DBE Dollars Spent: |
|------------------------------------|--------------------------|
| Total Minority Business Enterprise | \$0 (0%) |
| Total Woman Owned | \$0 (0%) |
| Total Small Business | \$90,824 (19.77%) |
| Total DBE Participation | \$90,824 (19.77%) |
| Total Non Diversity Business | \$368,499 (80.23%) |

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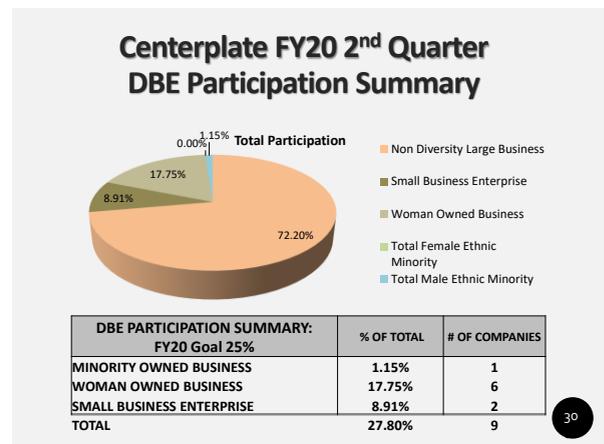
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LMG FY20 YTD DBE Participation Dollars Spent as of 12/31/2019

| DBE Classification | DBE Dollars Spent: |
|------------------------------------|---------------------------|
| Total Minority Business Enterprise | \$0 (0%) |
| Total Woman Owned | \$0 (0%) |
| Total Small Business | \$199,081 (16.98%) |
| Total DBE Participation | \$199,081 (16.98%) |
| Total Non Diversity Business | \$1,172,399 (83.39%) |

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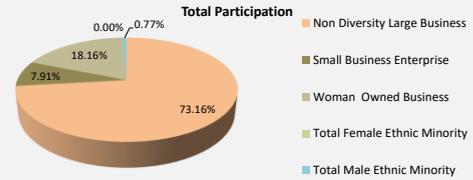
Centerplate FY20 2nd Quarter DBE Participation Dollars Spent

| DBE Classification | DBE Dollars Spent: |
|---|---------------------------|
| Ethnic Minority Male | |
| African American Owned | \$14,546 (1.15%) |
| Total Minority Business Enterprise | \$14,546 (1.15%) |
| Total Woman Owned | \$224,263 (17.78%) |
| Total Small Business | \$112,555 (8.91%) |
| Total DBE Participation | \$351,363 (27.80%) |
| Total Non Diversity Business | \$912,375 (72.20%) |

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Centerplate FY20 YTD DBE Participation Summary as of 12/31/2019



| DBE PARTICIPATION SUMMARY: | % OF TOTAL | # OF COMPANIES |
|----------------------------|---------------|----------------|
| FY20 Goal 25% | | |
| MINORITY OWNED BUSINESS | 0.77% | 1 |
| WOMAN OWNED BUSINESS | 18.16% | 6 |
| SMALL BUSINESS ENTERPRISE | 7.91% | 2 |
| TOTAL | 26.84% | 9 |

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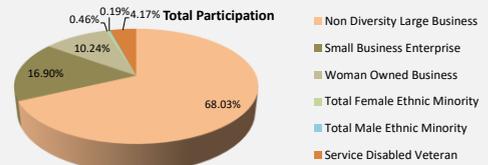
Centerplate FY20 YTD DBE Participation Dollars Spent as of 12/31/2019

| DBE Classification | DBE Dollars Spent: |
|---|-----------------------------|
| Ethnic Minority Male | |
| African American Owned | \$33,182 (0.77%) |
| Total Minority Business Enterprise | \$33,182 (0.77%) |
| Total Woman Owned | \$780,199 (18.17%) |
| Total Small Business | \$339,956 (7.91%) |
| Total DBE Participation | \$1,153,338 (26.79%) |
| Total Non Diversity Business | \$3,143,789 (73.21%) |

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Music City Center FY20 2nd Quarter DBE Participation Summary



| DBE PARTICIPATION SUMMARY | % OF TOTAL | # OF COMPANIES |
|---------------------------|---------------|----------------|
| MINORITY OWNED BUSINESS | 0.66% | 3 |
| WOMAN OWNED BUSINESS | 10.24% | 7 |
| SMALL BUSINESS ENTERPRISE | 16.90% | 6 |
| SERVICE DISABLED VETERAN | 4.17% | 1 |
| TOTAL | 31.97% | 17 |

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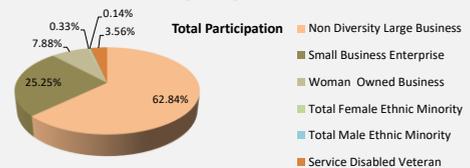
Music City Center FY20 2nd Quarter DBE Participation Dollars Spent

| DBE Classification | DBE Dollars Spent: |
|---------------------------------------|-----------------------------|
| Ethnic Minority Male | |
| African American Owned | \$3,801 (0.39%) |
| Ethnic Minority Female | |
| African American Owned | \$9,000 (0.46%) |
| Hispanic Female Owned | \$0 (0%) |
| Total Minority Business | \$12,801 (0.66%) |
| Total Woman Owned | \$199,741 (10.24%) |
| Total Small Business | \$329,579 (16.90%) |
| Total Service Disabled Veteran | \$81,344 (4.17%) |
| Total DBE Participation | \$623,465 (31.97%) |
| Total Non Diversity Business | \$1,326,415 (68.03%) |

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Music City Center FY20 YTD DBE Participation Summary as of 12/31/2019



| DBE PARTICIPATION SUMMARY | % OF TOTAL | # OF COMPANIES |
|---------------------------|---------------|----------------|
| MINORITY OWNED BUSINESS | 0.47% | 3 |
| WOMAN OWNED BUSINESS | 7.88% | 7 |
| SMALL BUSINESS ENTERPRISE | 25.25% | 6 |
| SERVICE DISABLED VETERAN | 3.56% | 1 |
| TOTAL | 37.16% | 17 |

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Music City Center FY20 YTD DBE Participation Dollars Spent as of 12/31/2019

| DBE Classification | DBE Dollars Spent: |
|---------------------------------------|-----------------------------|
| Ethnic Minority Male | |
| African American Owned | \$7476 (0.14%) |
| Ethnic Minority Female | |
| African American Owned | \$18,000 (0.33%) |
| Hispanic Female Owned | \$0 (0%) |
| Total Minority Business | \$25,476 (0.47%) |
| Total Woman Owned | \$431,667 (7.88%) |
| Total Small Business | \$1,382,861 (25.25%) |
| Total Service Disabled Veteran | \$194,970 (3.56%) |
| Total DBE Participation | \$2,034,974 (37.16%) |
| Total Non Diversity Business | \$3,441,907 (62.84%) |

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OMNI 2020 Local Participation

| COMMITMENT TO LOCAL HIRING | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Total FTEs GOAL: 300 | 683 | 687 | 663 | 660 | 669 | 681 | 677 | 647 | 669 | 668 | 677 | 684 |
| # FTEs (40 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250 | 527 | 528 | 654 | 651 | 659 | 671 | 666 | 628 | 660 | 660 | 669 | 676 |
| # FTEs (40 hours) Residents of Davidson County Goal: 200 | 673 | 677 | 506 | 503 | 511 | 521 | 512 | 486 | 498 | 491 | 501 | 506 |

OMNI 2020 DBE Participation

| SUPPLY AND SERVICE EXPENDITURE COMMITMENT | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | 2019 Total |
|---|---------|---------|---------|--------|---------|--------|---------|---------|---------|---------|---------|---------|-------------|
| Nashville Metropolitan Statistical Area Business Goal: \$100,000/yr. | 105,566 | 109,659 | 125,823 | 73,419 | 116,614 | 56,781 | 121,810 | 137,620 | 144,531 | 200,983 | 137,266 | 113,377 | \$1,462,551 |
| Small, minority and women owned business enterprises Goal: \$50,000/yr. | 50,000 | 24,560 | 17,413 | 19,824 | 30,616 | 17,154 | 18,451 | 30,412 | 33,865 | 36,633 | 27,235 | 25,369 | \$296,788 |

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January Events

- 16 Events
- 47,535 Attendees
- 16,368 Room Nights
- \$21,856,628 Direct Economic Impact

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January Tours & Site Visits

- 7 Sales Site Visits
- 3 Online Tours with 55 Attendees

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MCC Job Fair Participation

- 1-28-20 – Pruitt Library – MDHA/JobsPlus
- 2-11-20 – Goodwill – Herman Street
- 2-18-20 – Hadley Park – Council Members Hurt & Taylor
- 2-19-20 – Middle Tennessee State University
- 2-20-20 – Martha O'Bryan Center – SafeHaven
- 2-22-20 – Watkins College – Councilwoman Toombs



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CONVENTION CENTER AUTHORITY



March 5, 2020

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